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UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL RESEARCH SERVICE
ANIMAL DISEASE ERADICATION BRANCH
WASHINGTON 25, D. C.

November 10, 1954

ADE BRANCH MEMORANDUM NO. 508.17

TO : All ADE Field Activities Stations
FROM : A. C. Hutchinson, Acting Administrative Officer
SUBJECT : Reporting Costs of Fee Testing Service

I PURPOSE

The purpose of this memorandum is to establish a format and procedure to be used in reporting costs of services rendered on a fee basis.

II GENERAL

There is considerable variance in the rates established throughout the country for payment to practicing veterinarians for services rendered on a fee basis. It will be necessary that this office review periodically the cost of different type services in different parts of the Nation. This review will, no doubt, result in recommendations for adjustments in fee testing rates where apparent inequities exist.

III METHOD OF REPORTING

There is attached a sample format which will give this office the information required. No form will be printed since the material can be inserted in the body of an ordinary letter.

IV SOURCE OF INFORMATION AND SCHEDULE OF REPORTS

Reports should be furnished for each bi-weekly pay period. It is believed that the payroll will provide the simplest source of information for this purpose. For those stations where fee testing has already been placed in effect, the first report should be for the current pay period. If possible, we would appreciate receiving reports by pay period from July 1, 1954 up to the current pay period. This is not an absolute requirement, however, and it should be undertaken only when work schedules permit. Those stations that have not commenced fee testing should, of course, submit their first report for the period during which the first payments are made under this procedure.

A.C. Hutchinson

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BY THE AMERICAN EXPEDITION
UNDER THE DIRECTION OF GEORGE W.
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AVERAGE COST OF FEE TESTING SERVICES

Pay Period _____ State Of _____

	<u>No. Units</u>	<u>Total Cost</u>	<u>Average Cost Per Unit</u>
Brucellosis Test			
Calf Vaccination			
Tuberculosis Test			
Tag, Brand, Appraise			
Appraise Only			
Other (identify)			

Signed _____

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